

## A WORD FROM THE VICE-CHAIR KEY FIGURES

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## A WORD FROM THE VICE-CHAIR

Dear students, You have made an excellent choice!

It is a real pleasure to welcome you to Université Lumière Lyon 2, whether you are here on exchange for a semester or a year, or enrolled in a degree program. The presence of several thousand students of different nationalities and native languages on our campuses and in our classes is a real source of richness for our university. We hope you will quickly feel at home here, in a university with around 27,000 students, including nearly 5,000 international students.

You will discover the full range of courses we offer, from anthropology to tourism, languages, law, and musicology, to name but a few. To help you quickly feel at home, we have created this guide. It contains all the information you will need to help you settle in quickly: how to open a bank account, how to rent a bike in Lyon, how to find the courses that interest you, how the libraries work, and lots of other useful information.

A written guide is useless without real people to accompany you. We therefore offer activities and outings through Alter Ego, organize meetings with French students, and are here to ensure that your stay at Lumière Lyon 2 University remains a wonderful memory. Study hard, have fun, and enjoy everything that Université Lumière Lyon 2 has to offer. I wish you a successful stay in every way.

James Walker, Vice-Président en charge de l'Internationalisation et alliance européenne | Vice President in charge of Internationalization and European Alliance (BAUHAUS4EU)

## **KEY FIGURES**



560 cooperation agreements



36 double degrees



370
establishments



students

Of which 18 % are international



**bU** countries

Since 2020, Université Lumière Lyon 2 has been awarded the "Bienvenue en France" label. This label, awarded by Campus France, attests to the quality of the welcome offered by our institution.



#### TRAINING OPPORTUNITIES AT THE UNIVERSITY

FIELD OF TRAINING	LEVEL OF TRAINING
Law, Economics, Managemen	Our programs are available at the bachelor's, master's, and doctoral levels. The university also offers specialized programs, university diplomas (DU), and university bachelor's degrees in technology (BUT).

For more information, see the full range of training courses on our website.



#### **COLOR CODING FOR DIFFERENT TYPES OF INFORMATION:**





Non-exchange students



Exchange students

#### **APPLICATION PROCESS**

#### **APPLYING TO UNIVERSITÉ LUMIÈRE LYON 2**

The application procedures differ depending on your situation and the level of training you are applying for.

# FOR NON-EXCHANGE STUDENTS FIRST YEAR OF BACHELOR'S DEGREE

Overseas students not nationals of the EU or EEA, Switzerland, Andorra and Monaco, resident in France and holding a foreign baccalaureate Prior admission application procedure (D.A.P).

Green file to download and complete, available on the website of the Ministry of Higher Education and Research. Form to be handed in at the Enrolment Centre or sent to the following address:

dap@univ-lyon2.fr



Overseas students not nationals of the EU, EEA, Switzerland, Andorra and Monaco, residing outside France and holding a foreign baccalaureate Etudes en France procedure via the Campus France agency in your country of residence. If your country does not apply the Etudes en France procedure, contact the Campus France agency or the French Embassy in your country of residence to collect and complete a «blank» Application for Prior Admission file.

Non-European students living in France or abroad and holding a French baccalauréat

Parcoursup procedure



Overseas students who are nationals of the EU or EEA, Switzerland, Andorra and Monaco

Parcoursup procedure



Children of diplomats or students with political refugee status or students benefiting from subsidiary or temporary protection

Pre-registration procedure for L1



#### FOR NON-EXCHANGE STUDENTS

#### MASTER 1

Foreign students residing in a country outside the EU

Procedure for studying in France via the Campus France agency in your country of residence

Foreign students residing in an EU member state or if Etudes en France does

Mon Master procedure



#### BACHELOR 2, BACHELOR 3 AND MASTER 2

International students living in France or in an EU or EEA member state, Switzerland, Andorra or Monaco Applications are submitted online via the eCandidat Lyon 2 application.

Check the application campaign calendar



Non-European students residing in countries outside the EU, EEA, Switzerland, Andorra and Monaco Etudes France procedure via the Campus France agency for your country of residence. If your country does not apply the Études en France procedure, submit an application for admission via the application eCandidate.



#### **DOCTORATE**

For all information about doctoral candidate programmes, contact the Research and Doctoral Schools Department (Direction de la Recherche et des Écoles Doctorales-DRED) at: ri.recherche@univ-lyon2.fr.

#### FOR EXCHANGE STUDENTS

After being nominated by your home university, you will be contacted by the International Relations Office, which will explain the procedure (online form) for applying for mobility within the University. No further action is required.

#### **APPLICATION PROCESS**

#### **REGISTRATION COSTS**

#### FOR EXCHANGE STUDENTS

There are **no fees** for international exchange students.

#### FOR NON-EXCHANGE STUDENTS

For international non-exchange students registered as individuals, please refer to the table below.

CURSUS LEVEL	CVEC (€)	REGISTRATION COSTS (€)
Bachelor	105	2850
Professional bachelor	105	2850
BUT - Technology University Bachelor	105	2850
Master	105	254 3941
Doctorate	105	391

For more information, please refer to the Rights and registration fees page: www.droits-et-montants-d-inscription



To find out how to qualify for a partial or total waiver of tuition fees, visit the following page:

www.procedure dexoneration-des-droits-dinscription



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#### **EDUCATIONAL INFORMATION**

#### UNIVERSITY CALENDAR

#### SEMESTER 1

University holidays - end-of-year closure

Late October to early November

Late December to early January

Final exams session 1
Early to mid-January

#### SEMESTER 2

Return to school Mid-January

University holidays

End of February or first week of March End of April or beginning of May

#### Final exams

Session 1: Early to late May
Session 2: Mid-June to early July

#### **SUMMER HOLIDAYS - UNIVERSITY CLOSES**

Mid-July to mid-August

#### SPECIFIC DATES FOR EXCHANGE STUDENTS

Back to school for exchange students
Early September / mid-January

Grading for exchange students
Mid-february

#### Final exams

**Session 1**: Early to late May (grades released: early June)

Session 2: Mid june to early July (grades released: mid July)

#### PUBLIC HOLIDAYS IN FRANCE

1st November (Toussaint / All saints)

11 November

(Armistice 1918)

25 December

(Noël / Christmas)

1st January

(Jour de l'an / New Years' Day)

Lundi de Pâques / Easter Monday

(The date varies each year)

1st May

(Fête du Travail / labour day)

8 May

(Victory 1945)

Pont de l'Ascension / Ascension long weekend

(The date varies each year)

Lundi de Pentecôte / Whit Monday

(The date varies each year)

14 july

(French national holiday)



FOR MORE INFORMATION ON DATES



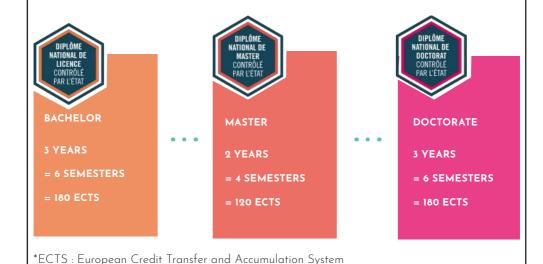
#### **EDUCATIONAL INFORMATION**

#### HOW HIGHER EDUCATION WORKS IN FRANCE

#### FOR NON-EXCHANGE STUDENTS

Higher education in France is structured around the European LMD (Licence-Master-Doctorat) system, which is organised into 3 cycles and uses ECTS credits to validate semesters and years of study.

This system makes degrees more easily identifiable at European level and encourages international student mobility.



For more information, please refer to the Campus France page: « Diplôme français, système LMD et équivalences »







#### FINANCING YOUR STAY/MOBILITY

#### SCHOLARSHIPS/GRANTS/ SOCIAL ASSISTANCE

Financing your studies can be a complicated issue.

On the University's website, you will find a number of funding options as well as the procedures and criteria for obtaining them.



The **COMUE Université de Lyon** also provides a portal listing all the support schemes available to students.

Visit « Mes aides étudiantes » for further information.



With the exception of Algerian students, possession of a student residence permit or a long-stay student visa valid as a residence permit entitles the holder to work for a maximum of 964 hours per year.

## FOR NON-EXCHANGE STUDENTS AND ALGERIAN STUDENTS

If you are Algerian, your annuel working hours are limited of maximum 850 hours and you are required to apply for a temporary work permit (APT) on the ANEF website, after finding a job. This application must be made by your employer.

More information is available on the **ANEF website**:







Please note: regardless of your situation, your class schedule must take priority over your work schedule.

#### FINANCING YOUR STAY/MOBILITY

#### PREPARING YOUR BUDGET

The average budget for living in Lyon is around €950 per month.

Here is a table listing the various expenses to be expected as a rough guide:

CIVIL LIABILITY / HOME INSURANCE	€5 to €6,66/month €60 to €80/year
RENT (EXCLUDING PUBLIC HALLS OF RESIDENCE)	€500 to €800/month
ELECTRICITY, GAS, WATER	€80/month
PUBLIC TRANSPORT PASS FOR LYON (TCL)	18-25 years: €25/month  26-27 years: €25/month if student  26-64 years: €74.10/month  +€5 card  Under certain conditions: €10.50
MEALS AT THE UNIVERSITY RESTAURANT	Starting from €3.30 Under certain conditions: €1
FOOD SHOPPING	€250/month
CELLPHONE/INTERNET	€20 to €40/month

#### PREPARING FOR DEPARTURE

#### CONSULT "THE BIENVENUE EN FRANCE" MODULES

To continue improving the conditions for welcoming our international students, the University has made **interactive modules available to help you better prepare for your stay** in line with the Welcome to France Label.





Check out these modules for tips and advice on various aspects of your life in France.

#### APPLYING FOR A VISA/RESIDENCE PERMIT

Regardless of your country of residence, if you are from a **country outside the Schengen Area**, you must **obtain a visa for France**.

The processing time for applications may vary depending on the country and the time of year. It is therefore advisable to start the process as soon as you receive your university admission letter.



Find all the information you need about visa procedures and types on the official French visa website.



#### PREPARING FOR DEPARTURE

#### SEARCH FOR ACCOMMODATION

As the real estate market in Lyon is saturated, it can be difficult to find accommodation quickly. That's why we recommend that you start looking for accommodation before you arrive. For initial information, contact the **CROUS** at +33(0)972596565.

#### FOR NON-EXCHANGE STUDENTS

Arrange temporary accommodation if necessary. The DRI does not reserve places for international students enrolled as free-movers.

#### FOR EXCHANGE STUDENTS

For exchange students at Université Lumière Lyon 2 if you have **not** received an email assigning you to a public university residence, we strongly advise you to start looking for accommodation before your arrival date in France.



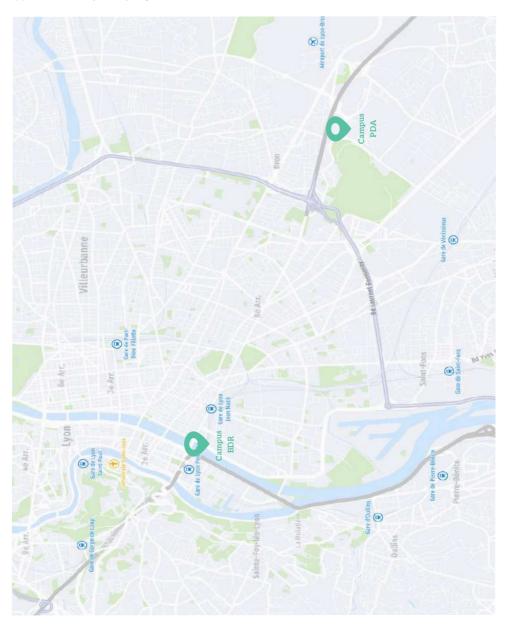
Find all the information you need in the accommodation guide.

#### **ACCOMMODATION**

#### TYPES OF ACCOMMODATION

STUDIO	T1/F1	T1/F1 BIS	T2/F2	T3/F3
One room incorporating living room, bedroom and kitchen together	1 main room with separate kitchen	An openplan kitchen in the living room and a separate bedroom	A living room, a separate kitchen or an «openplan » kitchen, and a separate bedroom.  T2/F2 have a larger surface area than T1/F1.	One living room, a separate or «open-plan» kitchen, 2 separates bedrooms

#### WHERE TO LIVE?



It should be noted that **more affordable housing is located in towns in the Lyon metropolitan area** such as Saint-Priest, Bron, Vénissieux, Villeurbanne,
Oullins, etc.

Please note: when looking for accommodation, you must provide proof of financial means (pay slips, one or more guarantors, etc.).



#### **IST STEP**

**Select the ads** that interest you by location, rent, availability, type of accommodation.



#### 2ND STEP

Telephone to check whether the offer you have selected is still available or whether other accommodation of the same type is available.



#### **3RD STEP**

Ask for details of the property that are not shown in the advertisement: cost of utilities, heating system (communal, individual, gas, electric) and also the supporting documents required to submit an application.



#### 4TH STEP

**From aboard**: ask if it is possible to consult photos of the property (on the internet, by email, etc.).

#### Important!

When looking for accommodation before you arrive, be careful and avoid paying before you have signed a contract. There are lots of fake ads online.





#### **5TH STEP**

Agree a date for visiting the property (if you are unable to attend on the day of the visit, it is advisable to inform the owner as soon as possible.)

Demand for accommodation in Lyon is very high, so remember to prepare the documents you need to provide before visiting the property so that you can submit your application quickly. If the property meets your expectations, we advise you to submit your application on the day of the visit (if you have all the necessary documents).

#### YOU'VE FOUND A HOME

## CARRYING OUT THE INCOMING INVENTORY OF FIXTURES AND INSURING YOURSELF

As soon as you arrive in your accommodation (private, CROUS, etc.), you must carry out an inventory of fixtures. It is important to note down everything clearly and in detail (the condition of the floors, ceilings, equipment, stains, cracks, etc.) to avoid any disputes when you leave (outgoing inventory). Pay close attention to any damage and inform the agency or the owner as soon as you notice a problem.

If the damage or defects are not noted at the outset, the owner may decide to retain part or all of the deposit (sum to be paid when you sign the tenancy agreement). It is therefore crucial to have the incoming and outgoing inventory of fixtures document to protect yourself and avoid potential disputes.

Next, you need to take out home insurance. It is compulsory and will be required by the landlord before the tenancy agreement is signed. Once you have home insurance, you will also be covered by civil liability insurance (often included in home insurance). You'll need it if you want to take part in any of the day trips offered by the Alter Ego programme. You can take out this insurance with your French bank or a private insurer.

# CONNECTING THE GAS, ELECTRICITY AND/ OR WATER

Take the necessary steps to open the gas, electricity and/or water supply to your home by contacting a supplier by telephone or via the Internet: GDF SUEZ, EDF, Direct Energie, Veolia, Eau du Grand Lyon...

## OPENING AN INTERNET AND TELEPONE LINE

If you want to open an internet and telephone line, contact an operator by telephone or online: Orange, SFR, Bouygues, Free, Sosh...

#### **OPENING A BANK ACCOUNT**

We recommend that you **open a bank account with a bank in France**. This will make it **easier for you to apply** for housing benefit (CAF), residence permits, bill payments, etc.

Check with your home bank, which may have partnerships with a bank in France. Opening an account is generally free, and many banks offer free bank card fees for the first year that an account is set up.

#### CHECKLIST FOR YOUR DEPARTURE

Ready to go? Before you leave home, don't forget to prepare the following documents, as you may need them:

#### **IDENTITY DOCUMENTS**



Valid passport or identity card



<del>Q</del>

**Birth certificate** (translation and official stamp\*)

\*The process of authenticating your document for procedures in France.



**Drive licence** (translation if you intend to drive in France)

#### **IDENTITY DOCUMENTS RELATING TO YOUR STUDIES IN FRANCE**

#### FROM NON-EXCHANGE STUDENTS (ONLY)



Certificate of registration for your school



Language certificate(s) (French, english, etc.)



**Previous qualification**(translation and certified copy)

# YOUR ARRIVAL IN FRANCE

#### **SETTLING IN FRANCE**

#### **VALIDATING YOUR VISA/OBTAINING A RESIDENCE PERMIT**

STUDENTS WHO ARE MINORS	With a visa marked <b>«minor in education»</b> , <b>you have 2 months after reaching the age of majority</b> (18 years) to start the procedure for <b>obtaining your first residence permit</b> .
STUDENTS OF ALGERIAN NATIONALITY	You should be in <b>possession of a visa marked «carte de séjour»</b> (residence permit). When you arrive in France, you must <b>make an appointment</b> with the Préfecture to apply for a residence permit.
STUDENTS OF NON-ALGERIAN NATIONALITY	If you have a student visa bearing the words: dispense temporaraire de carte de séjour, in which case you don't need to do anything. With this visa, you cannot work, receive housing benefit or extend you stay in France.
	If you have a studentvisa VLS-TS, in which case you need to validate your visa online in the 3 months after your arrival in France, on the administration website for foreigners in France.

If you encounter any **problems with your visa/residence permit application**, you can seek assistance from the **Students Welcome Desk.** 



#### SETTLING IN FRANCE

#### REGISTERING FOR HEALTH INSURANCE

When you arrive in France and enrol at univ ersity, you must join the gener al Social Security scheme. **This procedure is compulsory and free of charge**.

Please note that the registration process will differ depending on your situation:

STUDENTS FROM A EUROPEAN UNION COUNTRY (AND	You remain affiliated to your country's social security system and are not obliged to join the French social security system, unless you wish to apply for certain social benefits (CAF, etc).	
LICHTENSTEIN, NORWAY AND SWITZERLAND)	In fact, you will need a French social security number in order to set up your application files.	
	Remember to bring your <b>European Health</b> Insurance Card with you to avoid having to advance medical expenses.	
STUDENTS FROM QUEBEC	If you are from Quebec, you must request a certificate of affiliation to the Quebec scheme before your departure.	
FOR STUDENTS FROM COUNTRIES OUTSIDE THE EUROPEAN UNION	You must joint the French Social Security system on the <b>Ameli website</b> .	

#### HOW DO I GET REIMBURSED BY SOCIAL SECURITY?

You need to choose a general practitioner, or regular doctor, to ensure that your healthcare costs are properly reimbursed by the social security system. The list of approved doctors can be consulted on the social security website.

More information about declaring your GP on the website: www.ameli.fr.

#### Service de Santé Universitaire

You can also make an appointment with the SSE by emailing: sse@univ-lyon2.fr

#### Note!

Social security reimburses only 70% of a basic fee of €25 for your GP consultations. To top up the amount reimbursed by the social security system, you can **take out** a mutual insurance policy with the social security system (complementary health insurance) or a mutual insurance company of your choice. It is not compulsory, but highly recommended. There are also student mutual insurance companies with attractive rates. Find out more.



#### FINALISING YOUR REGISTRATION

# CVEC FOR NON-EXCHANGE STUDENTS / STUDENTS REGISTERED AS FREE-MOVERS

#### FOR NON-EXCHANGE STUDENTS

Prior to enrolment, all students n initial training at a higher education institution must obtain a certificate of payment of the Student and Campus Life Contribution (CVEC), either by payment or exemption, amounting to 105 euros.



Payment of the CVEC can **only be** made on the secure platform.

**Please note:** Under certain conditions, non-exchange students may also be exempted from payment of the CVEC.

Visit the etudiant.gouv.fr website to find out whether your situation qualifies you for exemption.







Registratio fees and amounts



Exemption

#### FOR EXCHANGE STUDENTS



**Please note:** international exchange students do not pay the CVEC.

#### ADMINISTRATIVE REGISTRATION

#### FOR NON-EXCHANGE STUDENTS

The administrative registration process is entirely **paperless**. It is **carried out online on the platform:** inscriptionlyon2.fr

After completing the online procedure, you will be able to download your registration summary sheet.

You will then need to submit the required supporting documents online in digital form via the application PJWEB.

Once your application has been approved by the Registration Center, you will receive your certificate of enrollment by email after creating your Lyon 2 account.

If you encounter any technical difficulties with the registration platform, please contact the Registration Center at the following address: inscriptions@univlyon2.fr

#### FOR EXCHANGE STUDENTS

#### Administrative registration:

After being nominated by their home university, international exchange students will be contacted by the International Relations Office, which will **explain the procedure** (online form) for applying for mobility within the University.

No further action is required.

#### FINALISING YOUR REGISTRATION

#### **EDUCATIONAL REGISTRATION**

Once you have completed your online administrative registration, you will be redirected to the application (IPweb) where you will be asked to complete your course registration: choice of courses, options and sometimes groups (CM - Lectures/TD - Tutorials). You can register online (IPweb) or with your department secretariat. This stage is compulsory. If you are not redirected to this tool via the registration portal, connect via the application APPLI > « IPweb ».

After registering for classes, you will be able to access your schedule and the Moodle app, which contains numerous resources provided by teachers for each course!

#### FOR EXCHANGE STUDENTS

If you are an exchange student, you must complete a **specific learning agreement**. For more information, contact your advisor at the International Relations Office.

#### **Erasmus+ students:**

incoming-europe@univ-lyon2.fr

#### Worldwide students:

incoming-monde@univ-lyon2.fr



#### LES SECRÉTARIATS DE SCOLARITÉ DES COMPOSANTES

UFR D'ANTROHPOLOGIE DE SOCIOLOGIE ET DE SCIENCE POLITIQUE (ASSP)  FACULTY OF ANTHROPOLOGY AND SOCIOLOGY AND POLITICAL SCIENCE (ASSP)	12 in	UFR DES SCIENCES ÉCONOMIQUES ET DE GESTION (SEG)  FACULTY OF ECONOMICS AND MANAGEMENT (SEG)	□ 12 B
UFR DE DROIT JULIE VICTOIRE DAUBIÉ  JULIE-VICTOIRE DAUBIÉ FACULTY OF LAW	□ :: - <b>L2</b> :- - □ :2 :-	INSTITUT DE LA COMMUNICATION (ICOM)  INSTITUTE OF COMMUNICATION (ICOM)	■ 3.46 1.21 ■ 3.70 ■
UFR TEMPS ET TERRITOIRES (TT)  TIME AND TERRITORIES FACULTY (TT)	□ → □ 1/2 \ □ ≥ □	INSTITUT D'ÉTUDE DU TRAVAIL DE LYON (IETL)	12 12
UFR DES LANGUES (LANG)  FACULTY OF LANGUAGES (LANG)	12 12 11	INSTITUT DE LA PSYCHOLOGIE (PSYCHO)  PSYCHOLOGY INSTITUTE (PSYCHO)	
UFR DES LETTRES SCIENCES DU LANGAGE ET ARTS (LESLA)  FACULTY OF LITERATURE, LANGUAGE SCIENCES AND ARTS (LESLA)	e 2 e	INSTITUT DES SCIENCES ET DES PRATIQUES D'ÉDUCATION ET DE FORMATION(ISPEF)  INSTITUTE OF SCIENCE AND EDUCATION AND TRAINING PRACTICES(ISPEF)	0 ( 0 ) ( 0 ) ( 1

#### POUR LES ÉTUDIANTES ET ÉTUDIANTS EN ÉCHANGE

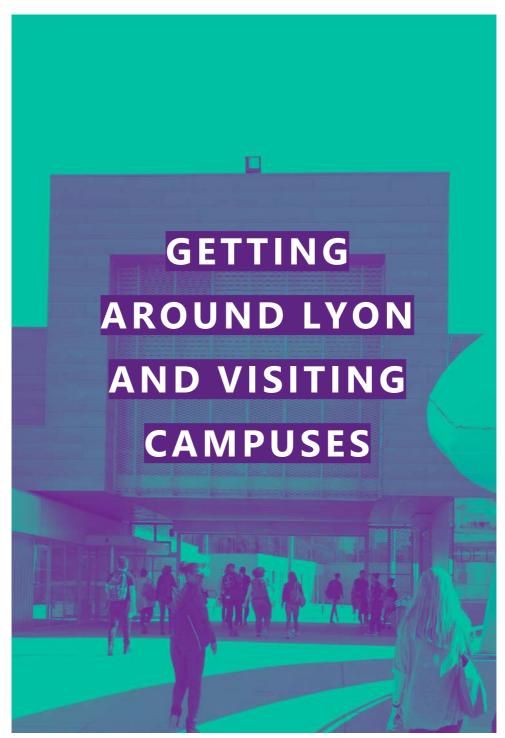
Si vous êtes étudiante ou étudiant en échange, contactez les gestionnaires de la mobilité entrante à la Direction des Relations Internationales :

Étudiantes et étudiants Erasmus+ : incoming-europe@univ-lyon2.fr incoming-monde@univ-lyon2.fr

Étudiantes et étudiants Monde :



Prise de rendez-vous possible sur la plateforme affluence!



#### **GETTING AROUND LYON**

## LYON PUBLIC TRANSPORTS / TCL

TCL is the name of the company that manages the metros, buses and trams in Lyon and the surrounding area. The network is active from 5am to around midnight. You can buy a monthly or annual season ticket at one of the city's many TCL branches (closed on Sundays and public holidays).

If you need to use public transport every day, a season ticket will be the most cost-effective solution. You can also buy single tickets from ticket machines located at stops and stations and in some tobacconists. If you have a smartphone, you can also download the « TCL eTicket » application.



More information on TCL website





#### **ELECTRIC SCOOTERS**

Electric scooters can be hired via apps you can download onto your smarthone. The price is around €0,15/minute.



DOTT



TIER



#### **VÉLO'V**

Vélo'v bikes are available throughout Lyon to make getting around easier. You pick up a Velo'v at one terminal and drop it off at another terminal when you arrive. This means of transport is practical, simple, economical and environmentally friendly.

If you have a smartphone, you can download the « Vélo'v officiel »



More information on the website

#### **FREEVÉLO'V**

The Lyon Metropolitan Area can also lend you a bike free of charge for 1 year.

To benefit from this offer, you must be a **student aged between 18 and 25**.



More information on the website

#### COMING TO THE UNIVERSITY

#### COMING TO THE UNIVERSITY: 2 CAMPUSES

The university is divided into two separate campuses:

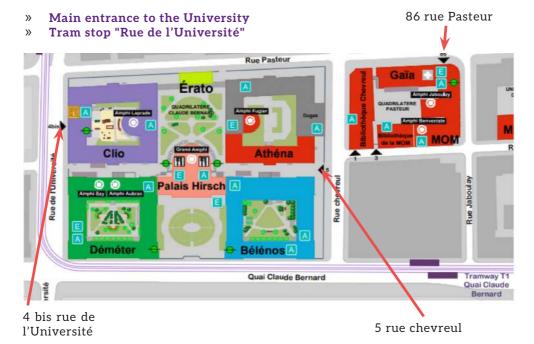
- The Berges du Rhône Campus (BDR), located in the center of Lyon;
- The Porte des Alpes Campus (PDA), located in the adjacent town of Bron

The two campuses are link ed by the T2 tr amway line. The journey between the two campuses takes around 30 minutes.

## **BERGES DU RHÔNE CAMPUS**

#### Accessible with:

- Tramway T1, "Quai Claude Bernard" or "Rue de l'Université" stops
- Tramway T2, "Centre Berthelot Sciences Po Lyon" stop
- Bus 35, "Béchevelin" ou "Rue de l'Université" stops



» Tram stop "Quai Claude Bernard"

#### COMING TO THE UNIVERSITY

#### COMING TO THE UNIVERSITY: 2 CAMPUSES

The International Student Office welcomes you at several locations:

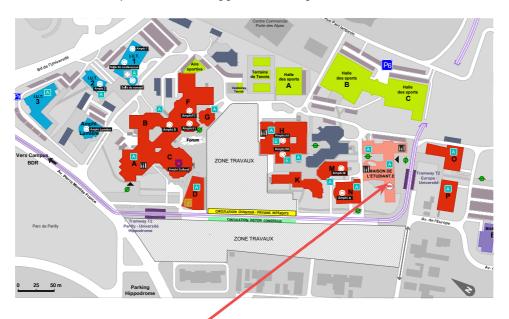
- Berges du Rhône Campus, Bélénos building, 2nd floor.
- Portes des Alpes Campus, Maison de l' Étudiant.e, 1st floor.

Locations may vary depending on the audience and staff schedules!

## PORTE DES ALPES CAMPUS

#### Accessible with:

- Tramway T2, "Parilly- Université" or "Europe- Université" stops
- Bus 93, "Parily Université Hippodrome" stop
- Bus 52, "Parilly Université Hippodrome" stop



BEI/Alter Ego Maison de l'Étudiant.e (1st floor)

» Tram stop "Europe Université"



#### INTERNATIONAL SUPPORT

#### THE INTERNATIONAL STUDENT OFFICE

The International Student Office (Bureau des Étudiants Internationaux (BEI) welcomes and assists international students who are enrolling at our University as individuals or as part of an exchange programme (Erasmus or World) with the various formalities involved in living in France.

More information on: www.univ-lyon2.fr/international/ bureau-des-etudiants-internationauxbei

#### FOR EXCHANGE STUDENTS

#### OFFICE ON THE BDR CAMPUS

Bélénos building, 2nd floor Office BEL.224 18 Quai Claude Bernard 69007 Lyon

## FOR NON-EXCHANGE STUDENTS

#### OFFICE ON THE PDA CAMPUS

Maison de l'Étudiant.e Office MDE.107 5 avenue Pierre Mendès-France 69500 Bron

#### THE ROLE OF INTERNATIONAL STUDENT OFFICE:

Reception and help with administrative formalities for exchange and non-exchange students.

To make an appointment with International Student Office, scan the QR code below:



If you have any questions on these subjects, please contact the International Student Office at the following adress:

**Erasmus+** students: incoming-europe@univ-lyon2.fr

World students: incoming-monde@univ-lyon2.fr

international-hors-echange@univ-lyon2.fr

#### INTERNATIONAL SUPPORT

## THE ALTER EGO PROGRAMME FOR YOUR SOCIAL AND CULTURAL INTEGRATION

Alter Ego will provide you with opportunities to meet other international students, as well as French students, through activities organised by the team:

International Café Intercultural exchange workshops

Lyon visits

Themed outings

Opération binôme (cultural and linguistic exchange with a french student or other international students)

Contact: alter-ego@univ-lyon2.fr

#### LEARNING FRENCH OR OTHER FOREIGN LANGUAGES

#### THE LANGUAGE CENTER

Learning a foreign language or gaining certification can be a real boost for your personal and professional projects. The Language Centre is much more than a department at the Faculty of Languages, it offers a range of facilities to help you learn and practice foreign languages: courses, conversation workshops, Tandem, independent study, etc.

For more information, visit Centre de Langues page.

#### **ASSOCIATION COUP DE POUCE**

You can also find an association that offers French lessons for free or through a paid annual membership.



#### LE CENTRE INTERNATIONAL D'ÉTUDES FRANÇAISES (CIEF)

You will need a good level of French (B2-C1) to follow your courses and pass your exams at the University. If you want to learn French or improve your language skills, the Centre International d'Études Françaises (CIEF) offers French language courses (FLE) for international students, enabling them to join a university course at Lyon 2 or other universities and grandes écoles in the Lyon region.

More information on the CIEF website



#### ACCOMPAGNEMENT INTERNATIONAL

## THE INTERNATIONAL RELATIONS OFFICE (OTHER SERVICES EXCLUSIVELY FOR NON-EXCHANGE STUDENTS)

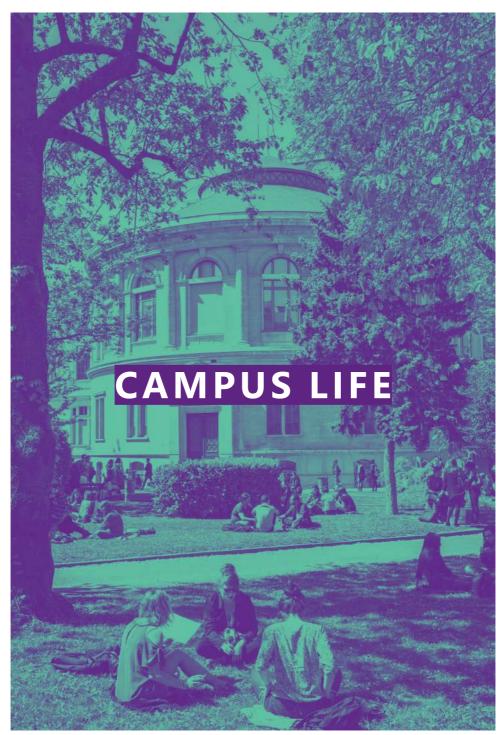
Would you like to give your studies an international profile by studying or doing a work placement abroad, taking a language course or doing a double degree course during your studies at the Université Lumière Lyon 2?

Contact our staff in charge of outgoing mobility and international courses at the International Relations Office.

#### Reception on campuses:

- BDR campus, Bélénos building, 2nd floor: Tuesdays from 9:00 a.m. to 12:00 p.m. and from 2:00 p.m. to 4:30 p.m.
- PDA campus, Maison de l'Étudiant.e,1st floor: Thursdays from 9:00 a.m. to 12:00 p.m. and from 2:00 p.m. to 4:30 p.m.

ERASMUS OUTGOING MOBILITY WORLD OUTGOING MOBILITY	MOBILITY GRANTS AND SPECIFIC MOBILITY SCHEMES	INTERNATIONAL TRAINING
ERASMUS+ MOBILITY AND	MOBILITY GRANTS	MINERVE
THE UNITED KINGDOM		minerve@univ-lyon2.fr
	Office BEL.222, BDR campus	
Office BEL.223	boursesdemobilite@listes.univ-	SHORT INTERNATIONAL
BDR campus	lyon2.fr	PROGRAMMES (PCI)
erasmus@univ-lyon2.fr		bip_pci@univ-lyon2.fr
	ERASMUS+ INTERNSHIP	
MOBILITY WORLD	MOBILITY FOR CFA STUDENTS	<b>DOUBLE DEGREES</b> dpi@univ-lyon2.fr
Office BEL.223, BDR campus	Office BEL.222, BDR campus	
sortants.monde@univ-lyon2.fr	stages-erasmus@univ-lyon2.fr	
	missions-dri@univ-lyon2.fr	



#### STUDENT LIFE

# OUR UNIVERSITY HAS A WIDE RANGE OF SERVICES TO HELP YOU MAKE THE MOST OF YOUR STUDENT LIFE ON A DAILY BASIS

# THE GUICHETS DES SERVICES NUMÉRIQUES (GSN)

Les Guichets des Services Numériques (Digital Services Desks) are two IT areas dedicated to the university community, located on each of the university's campuses. You'll find around twenty computers and digital copiers with free access. A team of assistants is also on hand to help you use the university's digital tools.

Under certain conditions, each GSN also provides loan equipment:

video projectors, laptops, digital recorders, digital cameras, cameras, etc.

For more information, simply visit the site or contact the GSN on +33 (0)4.78.77.44.31.

#### **CROUS**

University cafeterias and restaurants offer hot and cold meals at very affordable prices. You can pay directly with your IZLY card, if you have credited it or ILZY application on your smartphone. The price of a meal is approximately €3.30 or €1 under certain conditions...

#### STUDENT CARD

Your student card will be invaluable during your stay in France. It is called the carte IZLY and will be issued to you once you have enrolled at the University. To use it, you need to activate it via a link, which will be sent to your Lyon 2 email address.

If you have not received the activation link, you can go to this page to obtain it: mon-espace.izly.fr

It allows you to:

- Borrow books from university libraries
- Access computer workstations
- Pay for meals at the cafet'U or the resto'U by crediting it (electronic wallet)
- Benefit from the reduced student rate for your transport pass (TCL) and cultural outings in certain places (cinema, museums, restaurants).

# UNIVERSITY CATERING (CROUS)

# Open Monday to Friday from September to June:

During term time: 7.45 am to 6.15 pm non-stop

Out of term time: From 9.00 am to 5.00 pm





#### ON THE QUAIS CAMPUS (LYON)

#### Resto'U des Quais

94 rue Pasteur 69007 Lyon

#### Cafet'U des Quais

Under the dome of Université Lyon 2 - Berges du Rhône Campus

#### Cafet'U Le Corner

1 rue du Professeur Charles Appleton 69007 Lyon

## ON THE PORTE DES ALPES CAMPUS (BRON)

#### Resto'U

(Maison de l'Étudiant.e building)

#### Café Filtre

(Building U)

#### La Coop

(Building A)

#### Le Kiosque

(Building H)

#### **SPORT (SUAPS)**

The Université Lumière Lyon 2 offers a widerange of sports activities through the Service Universitaire des Activités Physiques et Sportives (SUAPS).

SUAPS offers nearly 40 sporting activities on its own premises (on both campuses) and at other offcampus sites. The activities are supervised by more than 70 teachers, as well as by activity leaders.

Some allow you to obtain credits or can be validated in the form of a bonus on your marks...



**Please note:** there are also activities which cannot be assessed.



More information on the University website.



#### **LIBRARIES**



The libraries are great for every student who wants to make a success of their university year.

Our University has **two physical libraries located both campuses (BDR and PDA).** It also has an electronic library giving you access to online electronic resources (learning tools, press, e-books).

The two physical libraries offer different services:

- Consultation of documents on site or loans (up to **20 items per week**)
- Work rooms for group work..
- Documents scanning photocopies with your IZLY card.
- Access the internet via wifi or use the free-access computers.

Pour plus d'informations, visitez the website for the libraries.



Chevreul Library



**Bron Library** 



**Electronic Library** 

#### LA MAISON DE L'ÉTUDIANT.E (MDE) / STUDENT CENTER

The University encourages student initiatives. That's why the Maison de l'Étudiant offers a wide range of services to encourage curiosity and creativity, develop responsibility and bring campuses to life.

The MDE is also a friendly place to relax, meet people and enjo y cultural life. On Thursday lunchtimes, take advantage of your free time to go to the Maison de l'Étudiant on the Porte des Alpes campus for the MDE cafés!

Every week, on Thursday, from 12.00 pm to 1.45 pm, the Student Life Department invites you to take part in a friendly event, which is the perfect opportunity for socialising and meeting other students

#### At the MDE, you will find:

- Mission Handicap, which welcomes and supports students with disabilities
- The Student Initiatives Centre
- The office hours of social workers from CROUS and Université Lumière Lyon 2
- The International students office





Special premises are available to you, whether you are a volunteer from a university club or society or have a personal project:

- 1 local inter-associatif
- 1 music room
- 2 rehearsal or performance rooms
- 1 multi-purpose room (with projection facilities)
- 1 exhibition hall, opposite to the MDE
- 1 **dining room** with microwave
- 1 relaxation room
- Equipment is also available by reservation (cameras, tie microphones, etc.)

#### Maison de l'Étudiant.e (MDE)

Porte des Alpes Campus 5 avenue Pierre Mendès-France 69500 Bron

#### Contact details:

accueil-mde@univ-lyon2.fr vie.etudiante@univ-lyon2.fr Phone: + 33 (0) 4 78 77 43 83

# YOUR DEPARTURE FROM LYON

# LEAVING YOUR ACCOMMODATION

If you live in accommodation in a private residence or with a private individual and wish to leave, you must give advance notice to the owner, or the estate agency if the accommodation is managed by an agency, or the manager of the residence. To do this, you must give a period of notice. Check with the owner or manager of your home a few months before you leave to find out about the required notice period (usually between 1 and 3 months, depending on the geographical area).

Then make an appointment to carry out an inventory of fixtures at the end of the tenancy agreement.

Above all, remember to notify the CAF of your departure if you are receiving benefits! You will also have to cancel your insurance policies (home, civil liability) within 2 months. If you are expecting a letter or parcel to be delivered, contact La Poste to find out whether it is possible to redirect it abroad and what the cost is.

# CANCELLING ANY SUBSCRIPTIONS

When you leave your accommodation, remember to take the necessary steps to cancel your gas, electricity and water contracts with your suppliers. Also, don't forget to request cancellation of your telephone and/or internet subscription from the operators 2 months before you cancel your contract.

#### **CLOSING A BANK ACCOUNT**

It is important to close your bank account if you do not intend to use it after your departure.

This will enable you to avoid any inconvenience caused by refused direct debits (account maintenance charges, purchases, subscriptions, etc.), which may result in additional costs for you. Contact your bank to find out how to close your account.

Note! If you live at the Crous, you must have a valid bank account to receive your deposit refund. You can keep your French bank account (pending reimbursement) or provide CROUS with your bank details from your country of origin (remember to complete the international transfer form provided by CROUS).

